

Do Not Write in this Space

FEB 26 '15 PM 4:33

Posted by

	Meeting	Cancellation	town Clerk
Board or Commission  Meeting Date  Place  Authorized Signature	Ux Historic District Comm  3-11-2015  Lower Town Hall  Flage Mr. Closkey	Time <u>5:30 PM</u>	20704 Count Spec SEEN Books Count of County Vil
i. Cali to Order	3:30 PM - A+tendar	ice taken and	mmutes of
II. Old Business	prior meeting read an Discussed and acted businesses concerni	t expon Topics?	Letters to Election
III. New Business	Any new corresp For Certification for for Town Hall.	pondence; Ap	plication
IV. Executive Session	None		
V. Adjournment	Daste and time for	or next meetin	ng-Voteto adjauri

## **Meeting Postings:**

- \* Except in an emergency, a public body must post notice of a meeting at least 48 hours in advance, excluding Saturday's, Sunday's and legal holidays, except in emergencies.
- "Emergency" is a sudden, generally unexpected occurance or set of circumstances demanding immediate action.
- In an emergency, a public body shall post notice as soon as reasonably possible prior to a meeting
- Notice must include date, time and place of meeting
- Must include listing of topics the chair reasonably anticipates will be discussed at the meeting
- Topics must give enough specificity so that the public will understand what will be discussed
- Public bodies are encouraged to update the notice when aware of new topic within the 48 hour period before the meeting
- Chairs should not post notices so far in advance that there is a high likelihood that new topics will arise, unless the chair updates the notice with any such new topics 48 hours in advance of the meeting